

402 West Washington Street, Room W072 Indianapolis, Indiana 46204 Website: PLA.IN.gov Email: Accountancy@PLA.IN.gov

## Accounting Professional Corporation **Application Process**

## Registration of Professional Corporation

## AND

## Application for Firm Permit

IPLA - Board of Accountancy

- Submit Form 10555 Application for Registration for an Accounting Professional Corporation.
- Shareholders Verified.

•Submit Form 46609 - Application for Accountancy Firm Permit.

IPLA - Board of Accountancy

IPLA - Board of Accountancy Review

- Notice of Determination will be sent to Applicant.
- Hold application until professional corporation registration has been completed.

IPLA - Board of Accountancy

Secretary of State
Submission

- Submit Board of Accountancy approval letter to Secretary of State Office.
- •Obtain approved *Articles of Incorporation* from Secretary of State Office.
- Hold application until professional corporation registration has been completed.

IPLA - Board of Accountancy

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- Submit a copy of the approved Articles of Incorporation to the Indiana Professional Licensing Agency - Board of Accountancy.
- Hold application until professional corporation registration has been completed.

IPLA - Board of Accountancy

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- •Final approval given. Notice will be sent to corporation.
- Shareholders are verified as accounting professional licensees.
- •Firm Permit is issued and firm is notified.

IPLA - Board of Accountancy